

US ATTORNEY QUESTIONNAIRE*

DISTRICT OF COLUMBIA
FEDERAL LAW ENFORCEMENT NOMINATING COMMISSION

1. Biographical Information

(a) Full Name _____

(b) Other Names by which known _____

(c) Address: Office _____

_____ Phone _____

Residence _____

_____ Phone _____

(d) Birth: Place _____ Date _____

(e) Marital Status: _____ Spouse's Name _____

2. Education

(a) High School _____ Graduation Date _____

(b) College: Dates Major Degree

Honors, Awards, etc. in college:

* THIS QUESTIONNAIRE IS PATTERNED ON THOSE USED BY U.S. SENATORS. IT IS NOT A RECITAL OF QUALIFICATIONS.

IF YOU USE AN ATTACHMENT BECAUSE YOU NEED MORE SPACE TO ELABORATE YOUR ANSWER, PLEASE COPY THE NUMBER AND QUESTION AS INDICATED ON THIS QUESTIONNAIRE BEFORE RESPONDING.

(c) Post Graduate non-legal education or courses:

Institution

Date

Degree

(d) Law School

Dates

Major

Degree

Honors, Awards, Scholarly journals, other activities or achievements: _____

(e) Publications: _____

(f) Have you taught any courses on law or lectured at bar association conferences, educational institutions, or continuing legal/judicial educational programs: _____
If so, briefly describe each with dates of involvement: _____

3. Law Practice

(a) Indicate the date of your admission to the District of Columbia Bar and to any other courts in which you are presently admitted to practice: _____

(b) Describe chronologically, from least recent to most recent, your law practice and experience after your graduation from law school, including, but not limited to, the following items:

1) Whether you served as a clerk to a judge, and if so, name of the judge, the

court, and the dates you were a clerk: _____

- 2) Whether you practiced alone, and if so, the addresses and the dates:

- 3) The names and addresses of law firms or offices, companies, or governmental agencies with which you have been associated or employed, the dates and nature of your connection with each. Give reasons for changing employment. ____

For employment situations not covered by the above, list employer's name, address, phone number, your position and dates of employment. _____

- (c) 1) What has been the general character of your practice, dividing it into periods with dates, if its character has changed over the years? _____

- 2) Describe your typical clients, and mention the areas, if any, in which you have specialized: _____

- (d) 1) With respect to the last five years, did you appear in court regularly, occasionally, or not at all? If the frequency of your appearances in court has varied during this period, please describe in detail: _____

- 2) What percentage of your appearances was in the following courts?

	<u>In last 5 years</u>	<u>Prior to 5 yrs ago</u>
a. Federal District Courts	_____	_____
b. Federal Appellate Courts	_____	_____
c. D.C. Court of Appeals	_____	_____
d. D.C. Superior Court	_____	_____
e. Other (Specify) _____	_____	_____

- 3) What percentage of your litigation was:

	<u>In last 5 years</u>	<u>Prior to 5 yrs ago</u>
Civil	_____	_____
Criminal	_____	_____

- 4) (a) With respect to the last five years,
(i) state the number of cases you tried to verdict or judgment (rather than settled) and indicate whether you were sole counsel, chief counsel, or associate counsel: _____

- (ii) What percentage of these trials was:

Jury _____ Non-Jury _____

- (b) Prior to the last five years, were there significant differences in the number of cases you tried to judgment or verdict, or in the percentage of trials that were jury and non-jury? If so, please indicate differences. _____

5) Prior to the last five years, indicate whether:

- (a) Your appearances in trial court were more or less frequent than during the past five years: _____

- (b) Your appearances in Appellate Court were more or less frequent than during the past five years: _____

- (f) Identify at least three of the most significant cases that went to trial in which you have been the lead attorney, identifying the judge who tried the case, opposing counsel (give their current business addresses and phone numbers), the place where it was tried, the major points at issue in the litigation, the result, and a description of your participation in the case: _____

- (g) Please submit 20 copies of up to three samples of your legal writings.

- (h) List all memberships in bar associations of any type or jurisdiction, including the dates of membership, offices or positions held on any committee, with dates of committee participation, and any other matters you consider of particular significance: _____

- (i) List all professional honors, awards, or other forms of recognition which you have received: _____

- (j) Describe any position you have held or currently hold as a judge, magistrate, quasi-judicial administrator or arbitrator. Specify the dates of each assignment and the court, agency, tribunal, commission or board involved: _____

- (h) If you are or have been a judge, provide: (i) citations for the 10 most significant opinions you have written; (ii) a short summary of the cases for all appellate opinions where your decisions were reversed or where your judgment was affirmed; and (iii) citations or significant opinions on federal or state constitutional issues together with the citation to appellate court rulings on such opinions. If any of the opinions were not officially reported, please provide copies of them.

4. Health

- (a) What is your present general state of health? _____

- (b) Describe in detail any chronic conditions or illnesses and indicate whether there is any condition that would materially impair your ability to perform the job with or without reasonable accommodation? _____

(c) When was your last physical examination? _____

(d) State name, address and telephone number of your regular physician, if any: _____

5. Finances

(a) Have you filed all federal and state tax returns for each of the last 5 years? _____

If not, please explain: _____

(b) If you attain the office sought, how will the salary of the office compare to your current annual income? (The current annual income for U.S. Attorneys is \$136,900).

Substantially more _____

Substantially less _____

About the same _____

(c) List the principal current sources of your income:

(d) List the names of all corporations or other business enterprises, partnerships, nonprofit organizations, and educational or other institutions:

1. With which you are now connected as an employee, officer, owner, director, trustee, partner, advisor, attorney or consultant (Attorneys and consultants need list only their major clients, but should include all of those whom you have represented on a regular basis or which might give rise to an appearance of bias on your part in connection with your proposed appointment);

2. In which you have any significant continuing financial interest, through a pension or retirement plan, stock bonus, shared income, severance pay agreement, or otherwise as a result of any current or prior employment, business, or professional association. For each financial arrangement, provide all details necessary for a thorough understanding of the way in which the arrangement operates, including information concerning any renewal right you may have if the arrangement is allowed to lapse and whether lump sum or severance benefits are available in lieu of continuation of the interest: _____

3. In which you have any significant financial interest through the ownership of stocks, stock options, bonds, partnership interests, or other securities. Any interests held indirectly through trusts or other arrangements should be included. (Please provide a copy of any trust of other arrangement.) _____

- (f) Describe any business relationship, dealing or financial transaction which you have had during the last five years, whether for yourself or family member, on behalf of a client, or action as an agent, that could in any way constitute or result in a possible conflict of interest in the position for which you have applied. _____

- (g) Describe any activity during the past five years in which you have engaged for the purpose of directly or indirectly influencing the passage, defeat or modification of any legislation, or affecting the administration and execution of law or public policy.

- (h) Explain how you will resolve any potential personal or pecuniary conflicts of interest if appointed to the position for which you have applied? _____

6. Political Involvement

- (a) List any appointive or elective government offices applied for or run for, and the dates: _____

Were you elected or appointed to any of those offices? _____

Which offices, and when? _____

- (b) To what extent have you voted in general elections for public office during the past ten years? _____

7. Administrative Experience

- (a) Please list, if any, administrative experience you have had. Be specific as to programs and numbers of people supervised and length of such experience. _____

- (b) Have you hired, promoted, disciplined or dismissed personnel? _____

If so, please list, in order of importance, the criteria used by you in those personnel actions: _____

- (c) Have you prepared and managed a business or agency operational budget? _____
If so, please state the monetary amount, and your involvement in the allocation of resources (personnel, materials, etc.) _____

8. References

At your option, give the names and current phone numbers of at least five, but no more than ten persons who have knowledge regarding your character and ability, and state how long each has known you. Any personal references must have had adequate opportunity for observing your professional and general conduct and ability. Describe your relationship to these individuals.

Name	Position Held	Relationship To Applicant	Phone No.	Period of Acquaintance
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

9. Civic Involvement

- (a) Have you undertaken any activities pursuant to Canon 2 “to participate in serving the disadvantaged”? _____

If so, list specific instances and the amount of time devoted to each. _____

- (b) Do you currently belong, or have you belonged, to any organization which discriminates on the basis of race, sex, religion, sexual orientation or any similar status through either formal membership requirements or in the implementation of

membership practices? If so, list, with dates of membership. If so, have you undertaken to change these policies? _____ Please specify how.

- (c) Describe any civic, philanthropic, community, social or public service activities, including any post or offices held, honors or awards received, and the dates of your involvement:

- (d) List your vocational interests and hobbies: _____

10. Professional Conduct

- (a) Has your professional conduct ever been the subject of complaint to any bar association or committee, public officer, administrative office or government agency?

If yes, state on a separate attachment as to each complaint the entity to which the complaint was made, the date, the nature of the complaint, the facts and circumstances of the matter, the disposition thereof, and the names of any attorneys involved in the complaint or in any resulting proceedings.

- (b) Has your license or right to practice before or in any state, court, agency or other tribunal ever been denied, revoked or suspended? _____

If so, state the facts and circumstances fully.

- (c) Have you ever been formally censured, adjudged or held in contempt or otherwise disciplined by any judge, court, agency or other tribunal? _____

If so, state the facts and circumstances fully.

11. Other Conduct

- (a) If you have served in the U.S. or another country's military, did you receive an Honorable Discharge?

If no, please explain: _____

- (b) Have you ever been convicted of a felony or misdemeanor, excluding minor traffic violations? _____

If so, please specify: _____

12. Additional Information

- (a) Do you have a professional, business, blood-related or personal relationship with any member of the District of Columbia Federal Law Enforcement Nominating Commission? If so, identify the commissioners and describe these relationships: ____

- (b) Is there anything in your background that has not been included in this questionnaire which should be disclosed to the Commission considering you?

- (c) Is this the first time you have applied for this position in this district? _____

Have you applied for this position in a different district? _____

For each of your prior applications state the date, and whether you were nominated, appointed, not nominated or not appointed. _____

- (d) State what you consider to be the most important responsibilities of the position you seek: _____

- (e) State why you personally feel qualified to hold the office which you seek. Include any special, professional, occupational or other experiences you have had which you feel may especially equip you for the position: _____

Full Signature

Date

Subscribed and sworn to before me this
_____ day of _____, 200__.

Notary Public

My commission expires: _____

TO: DISTRICT OF COLUMBIA FEDERAL LAW ENFORCEMENT NOMINATING
COMMISSION

I, _____, hereby
(please type name)

release Congresswoman Eleanor Holmes Norton and her duly appointed agents, and all members of the District of Columbia Federal Law Enforcement Nominating Commission and their duly appointed agents from any liability in connection with their investigations of my qualifications for possible nomination by the Commission to the President of the United States for consideration for a federal appointment in the District of Columbia.

Signed: _____

Dated: _____

Business Address: _____

Home Address: _____

Telephone: Business _____ Home _____

Subscribed and sworn to before me this
_____ day of _____, 200__.

Notary Public
My commission expires: _____

AUTHORITY TO RELEASE INFORMATION

TO WHOM IT MAY CONCERN:

I hereby authorize any Special Investigator of the District of Columbia Federal Law Enforcement Nominating Commission bearing this release or copy thereof, within one year of its date, to obtain any information in your files pertaining to my educational records including, but not limited to, academic achievement, attendance, athletic, personal history, and disciplinary records; medical records; credit records; D.C. tax records; and arrest records. I hereby direct you to release such information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for the official use of the District of Columbia Federal Law Enforcement Nominating Commission and may not be disseminated to third parties without my written permission. I hereby release you, as the custodian of such records, and any school, college, university or other educational institution, hospital or other repository of medical or tax records, credit bureau or consumer reporting agency, law enforcement or intelligence gathering agency including its officers, employees, or related personnel, both individually, and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any question as to the validity of this release, you may contact me as indicated below.

Full Name:

(Typed or Printed)

Name of Spouse:

Current Address:

Telephone Number:

Social Security No.:

Social Security
Number of Spouse:

Full Signature

Date